

**City of Alton City Commission
Regular Meeting 7:30 pm
August 24, 2021 Minutes**



Members Present

Mayor Salvador Vela
Mayor Pro Tem Arturo Galvan Jr. (via Zoom)
Commissioner Ricardo Garza
Commissioner Emilio Cantu Jr.
Commissioner Richard Arevalo

City Staff Present

Jeff Underwood
Ricardo Gonzalez
Baudelia Rojas
Steve Pena
Cristina Garcia
Jonathan Flores
Mark Perez
Michael Martinez
Mauro Sandoval
Samm Mercado
John Salinas
Rosie Tello

I. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

With a quorum of the Alton City Commission present, Mayor Salvador Vela called the meeting to order at 7:34 pm.

II. CERTIFICATION OF POSTING

III. PUBLIC COMMENT

IV. CONSENT AGENDA

Approve the minutes of the City Commission meeting of August 10, 2021.

Discuss and consider approving a waterline access agreement for Mayberry Crossing Subdivision.

Discuss and consider approving request by Melden & Hunt Inc, representing Novellini LTD, owner the preliminary plat approval for the proposed Westwood Villas Subdivision.

Motion to approve the minutes was moved by Mayor Pro Tem Arturo Galvan Jr. and seconded by Commissioner Ricardo Garza. Motion carried 5-0.

V. NEW BUSINESS

1. Discuss and adopt a policy that allows paid quarantine leave for first responders.

Jeff Underwood, City Manager, stated that HB 2073 requires the City to adopt a leave policy for first responders being Police and Fire. Essentially what this covers would be if personnel from the either departments get sick, on the job, there would be no reduction of benefits or pay. This policy follows State Law. Staff recommends approval. Motion to approve was moved by Mayor Pro Tem Arturo Galvan Jr. and seconded by Commissioner Ricardo Garza. Motion carried 5-0.

2. Discuss and consider request by Hidalgo County Elections Department to utilize a city facility as an early voting and Election Day polling location for the November 2, 2021 Constitutional amendment election.

Baudelia Rojas, Assistant City Manager, stated that this request by the HCED was for the use of one of the City's facility for the November Constitutional Amendment Elections. In the previous most recent election the use of the Recreation Center building was used by HCED due to the Covid situation. They are requesting the use of the Recreation Center again. Staff recommends approval. Motion to approve was moved by Mayor Pro Temp Arturo Galvan Jr. and seconded by Commission Ricardo Garza. Motion carried 5-0.

3. Discuss and approve a personnel policy authorizing emergency paid sick leave for Covid related reasons.

Jeff Underwood, City Manager, stated that this would be the third time this leave would be offered to employees in the event that they or their family gets sick with Covid or has to quarantine. Mr. Underwood stated that with school starting back up, the use of this leave is bound to happen so we would like to have the ability to offer our employees 40 hours of sick leave to care for themselves or their children. If there anything else needed, there is the Sick Leave Pool that employees can fall back on or any sick or vacation time that the employee may have. Staff recommends approval. Motion to approve was moved by Mayor Pro Tem Arturo Galvan Jr. and seconded by Commissioner Richard Arevalo. Motion carried 5-0.

4. Discuss and consider authorizing HCE to prepare plans for roadway improvements in Rancho Grande Estates Subdivision.

Jeff Underwood, City Manager, stated that the four streets in Rancho Grande Estates are in the Urban County plans for overlay improvements. We would like to move forward with the engineering plans so that the improvements can be made as soon as the money becomes available. Cost estimate for the contract is \$30,300. Motion to approve was made by Mayor Pro Tem Arturo Galvan Jr. and seconded by Commissioner Ricardo Garza. Motion carried 5-0.

5. Discuss and consider authorizing HCE to prepare plans for roadway improvements in Sharyland Woods Subdivision.

Baudelia Rojas, Assistant City Manager, stated that Sharyland Woods is a subdivision that floods when there is a lot of rain so the flooding has impacted the roads. The proposal submitted is for the total cost for the project. Jeff Underwood, City Manager, state that this request is for approval for HCE to prepare plans for the improvements and then go out for bids. The improvements would not move forward until there is a solution for the drainage needed in this subdivision. Staff recommends approval. Motion to approve was moved by Mayor Pro Tem Arturo Galvan Jr. and seconded by Commissioner Richard Arevalo. Motion carried 5-0.

6. Discuss and consider approving the Investment Report of the 2nd quarter of 2021 according to the Public Investment Act.

Jeff Underwood, City Manager, stated that latest Investment Report is being presented as required and prepared by Mrs. Tello, Finance Director. The report is from January through March and will show some substantial increases, the majority coming from property taxes and the County's TIRZ funds coming in to allow for the City to pay debts. Staff recommends approval. Motion to approve was moved by Mayor Pro Tem Arturo Galvan Jr. and seconded by Commissioner Ricardo Garza. Motion carried 5-0.

7 Consider and approve authorizing staff to advertise for sealed Request for Proposals (RFP) for Municipal Audit Services.

Jeff Underwood, City Manager, stated that about every 5 years the City advertises for RFP's for Municipal Audit Services therefore this request would be to move forward with authorization to advertise for the RFP's. Proposals would be accepted on September 10th and staff's recommendation would be presented to the Commission after the accepted proposals have been scored. Motion to approve was moved by Mayor Pro Tem Arturo Galvan Jr. and seconded by Commissioner Ricardo Garza. Motion carried 5-0.

8. Updated Mayoral Declaration of Local State of Disaster due to public health emergency.

Motion was moved to approve by Mayor Pro Tem Arturo Galvan Jr. and was seconded by Commissioner Ricardo Garza. Motion carried 5-0.

9. Presentation of Citizens Academy Graduates.

Assistant Police Chief Mark Perez presented the 2nd Annual Citizens Academy Graduates.

VI. EXECUTIVE SESSION: Pursuant to Government Code Section 551.071 & 551.072

- a) Pending and/or potential litigation
- b) Personnel
- c) Real Estate

VII. RETURN TO OPEN SESSION FOR POSSIBLE ACTION

- a) Pending and/or potential litigation

- b) Personnel
- c) Real Estate

VIII. CITY MANAGER'S REPORT

Jeff Underwood, City Manager, stated that he would like to inform the rest of the Commission and the public that Mayor Vela, Mayor Pro Tem Galvan and he met with Hidalgo County Commissioner Villarreal and Hidalgo County Drainage District Manager, Raul Sesin regarding the flooding issue on S. Stewart and S. Glasscock Road to look at some solutions. They were able to come up with a good plan and the Drainage District will put together a cost estimate and cost sharing allocation. Also, some current subdivision developments will work together with the City to provide channels that will alleviate some of the flooding before this project can begin. Mr. Underwood stated that construction for the proposed project would begin next year.

Mr. Underwood stated that in September, Congressman Gonzalez will present the City of Alton with a check for the first round of ARPA funds which will be approximately 2.2 million dollars.

IX. ADJOURNMENT

Motion to adjourn the meeting at 7:50 pm was moved by Commissioner Ricardo Garza and seconded by Commissioner Emilio Cantu Jr. Motion carried 5-0.

CITY OF ALTON



Salvador Vela, Mayor

ATTEST:



Baudelia Rojas CPM, TRMC|CMC
City Secretary



Approved by City Commission on 09/14/2021